

Monthly Board Meeting  
Minutes  
April 10, 2013

**TOWN of BIG LAKE**  
*“Sherburne County’s First 5-Member Township Board”*  
P.O. Box 75, Big Lake, Minnesota 55309

On Wednesday, April 10, 2013, the Big Lake Board of Supervisors met at the Big Lake Town Hall located in the Big Lake Lions Park Community Center at 21960 County Road #5, Big Lake Township, Sherburne County, State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Hofer called the meeting to order at 7:00 p.m. There were three people in the audience at the start of the meeting. Roll call was taken by the Chairman.

Board Members Present:     Bob Hofer, Chairman  
                                      Larry Alfords, Supervisor  
                                      Norm Leslie, Supervisor  
                                      Steve Pflieghaar, Supervisor  
                                      Bruce Aubol, Supervisor  
                                      Ken Warneke, Treasurer  
                                      Laura Hayes, Clerk  
                                      Barb Krzmarcik, Deputy Clerk

All present stood and recited the pledge of allegiance to the Flag of the United States of America.

Supervisor Leslie motioned to approve the agenda with the addition of a Community Education Meeting Report by Supervisor Aubol. Supervisor Aubol seconded. All were in favor. The motion carried. The meeting proceeded in accordance with the agenda as amended.

Supervisor Pflieghaar motioned to approve consent agenda items. The consent agenda consisted of: a) Approval of Minutes: Regular Monthly Board Meeting 3-13-13 and Second Monthly Board Meeting 3-27-13. b) Adopt Resolutions 2013-13 and 2013-14 Accepting Donations to the Big Lake Fire Department. c) Approve List of Claims (Disbursement List Received at Meeting). Supervisor Aubol seconded. All present were in favor. The motion carried.

**BUSINESS FROM THE CLERK**

a) Vision Enterprises, LLC CUP for a Seasonal Storage Business – PID# 10-117-2301; SEC 17, TWP 33, RANGE 27; 2.16 acres.  
Supervisor Leslie motioned to approve the CUP for a Seasonal Storage Business, as recommended by the Planning Commission and approved by the County Board of Commissioners with the following conditions:

1. Approval of this CUP is contingent upon approval by the Board of Adjustment for a Variance to the definition of Seasonal Storage; and a Variance to Conditional Use requirements of Seasonal Storage.

(Note: Both variances were approved by the Board of Adjustment on February 21, 2013.)

2. There is an operational plan in place that consists of the following items:

3. There shall be no scheduled days/hours of operation. Public access is by appointment only. The public shall not have individual access to the storage facilities. All access shall be gained in the spring and fall by employees of the storage facility or their agent.

4. There shall be no exterior storage of any kind.

5. The property owner shall comply with all federal, state, and county laws and regulations.

6. There shall be no additional signage on the property. Owner will be allowed to keep an existing 4'x8' or 32 sq. ft. sign.

7. The property owner shall allow the County to inspect the property during normal business hours.

8. The Planning Commission has made findings for approval, compliant with Section 18, Subd. 5 of the Zoning Ordinance.

9. Emergency contact numbers need to be posted at the site. Also a fire department lock box is installed on the building for fire department access.

10. There shall be no storage on site of hazardous or flammable materials.

11. The existing CUP for a Bus Garage will be revoked at the same time this CUP for Seasonal Storage is approved. (Document # 213384 Permit# 7126)

Supervisor Pflieger seconded the motion. All present voted in favor. The motion carried.

a) Other-Updates-Meetings –

-Legacy Foundation of Big Lake Meeting/Supervisor Aubol & Clerk Hayes – Supervisor Aubol advised the Legacy Foundation met April 2. All the dates are filled for the summer concert series at Lakeside Park. Sponsorship levels for the concert series were set. The walking history tour remains a 2013 goal, however at this time planning of the concert series has been the main focus. Clerk Hayes advised the Bylaws of the Legacy Foundation have been submitted to the attorney for review and will be ready for adoption soon.

-Big Lake Fire Board Meeting/Supervisor Pflughhaar, Treasurer Warneke & Clerk Hayes

– Supervisor Pflughhaar advised the Big Lake Fire Board met April 4. The department will be advertising for fire fighters. The department is hoping to fill four open positions. Saturday, April 6 the department will be doing a live burn at the former Shady River Campground site on County Road 5. The roof on the fire hall has a leak around the air exchanger. The leak will be patched at a cost of approximately \$1,000. The department will be looking at replacing the snowmobile. It has high mileage and has mechanical issues. The department is prepared for the grass fire season with four units able to respond to these calls. Purchase of a command vehicle was discussed in depth. The City of Big Lake has a 2004 Chevrolet Tahoe currently in the police department fleet. It has 73,000 miles on it and it is currently equipped with emergency lighting, ruggedized computer and docking station, siren, 800 mhz radio, and center console currently valued at \$3,600. The total value of the Tahoe and equipment is \$13,800. The Fire Board recommended bringing this request to purchase the vehicle and equipment to the Big Lake City Council and Big Lake Town Board for consideration of purchasing, with each paying for ½ or \$6,900. All equipment is in excellent condition and high quality. Supervisor Pflughhaar motioned to make the purchase of the equipped Tahoe and to pay \$6,900. toward the purchase. Supervisor Alford seconded. All were in favor. The motion carried. Treasurer Warneke advised the fire department will be implementing an auto aid system, which provides immediate paging of the mutual aid departments for all structure fire. It is anticipated this will increase response times by 10 to 15 minutes. It does not affect the departments ISO rating, which is a rating used by insurance companies to determine homeowner insurance premiums. Chief, Miller gave an update regarding calls he has been receiving from concerned residents about their rising insurance rates in regard to fire protection.

-Regional Rail Park Steering Committee Meeting/Chairman Hofer & Clerk Hayes –

Chairman Hofer advised the Steering Committee met April 5 at Big Lake City Hall. Senator, Mary Kiffmeyer led the meeting. He updated the Board on the estimated cost of \$4million for construction of the 10,400 lineal feet of rail spur, two switches and bridge modifications. The Transportation Economic Development (TED) grant application is in process and includes several letters of support. He further noted the anticipated number of jobs the rail park could create is 800 to 1,200. Clerk Hayes advised Sherburne County Commissioner, Ewald Petersen mentioned again the need for the City of Big Lake to ensure the property directly adjacent to the track and spur would be used for rail only. There was discussion that before any financial commitment could be made by the County a Zoning Overlay or similar tool would need to be in place. It was noted the Township may have a similar request before a financial commitment could be considered. Chairman Hofer reviewed the discussion regarding financial participation by the Township. It was determined that before any financial commitment could be made by the Township a meeting should be held with the City to review the properties located in the OAA/City-Township shared taxing district that would be included in the rail spur overlay area and the total scope and cost of the project. Clerk Hayes was directed to schedule a meeting with the City of Big Lake and Senator Kiffmeyer.

## BUSINESS FROM THE SUPERVISORS/COMMITTEE REPORTS

### TOWN ROADS

1) Other-Updates-Meetings – Treasurer Warneke advised the notice for advertisement of bids for 2013 Road Improvements Bituminous Patching and Overlays will be published in the April 13 and 20 Editions of the West Sherburne Tribune. The sites identified for repair are: Thompson Lake Pines, 214<sup>th</sup> Avenue between County Road 73 and 212<sup>th</sup> Avenue; Sleepy Hollow, a portion of 180<sup>th</sup> Avenue and 181<sup>st</sup> Avenue between 192<sup>nd</sup> and 195<sup>th</sup> Avenue; Shorewood Acres, 182<sup>nd</sup> Avenue between County Road 14 and 199<sup>th</sup> Circle; and River Forest, a portion of 196<sup>th</sup> Drive and 196<sup>th</sup> Avenue. A motion was made by Supervisor Alfords to call for the letting of bids to be opened on May 8, 2013 and presented to the Town Board for review. Supervisor Pfliegaar seconded. All were in favor. The motion carried. Treasurer Warneke advised the road committee will schedule the spring road tour to be conducted in April or May. Jeff Rhodes/Driveway Services has picked up some dead fall trees from the right of way. Street sweeping will begin possibly the week of the 15<sup>th</sup> or the 22<sup>nd</sup> depending on the weather and possible future snow falls.

### CHAIRMAN'S REPORT

1) Other-Updates-Meetings – Chairman Hofer advised he had no other items to report on at this time.

### SUPERVISOR'S REPORT

1) EDA/Supervisor Leslie & Supervisor Pfliegaar – Supervisor Pfliegaar advised KleinBank will be holding a ribbon cutting ceremony and open house on April 25. The Lake Center 4<sup>th</sup> Addition is laying block. There are no tenants for the site yet. Capital Improvement Bond financing is coming due. There have not been recent lots sales in the Industrial Park. Treasurer Warneke advised he is working with Paula Mastey, Big Lake City Finance Director on an amortization schedule for the bond payments.

2) Other-Updates-Meetings – Supervisor Aubol advised trap shooting has 44 participants in its first year. It is lead by parent volunteers and classes are held at the Monticello Gun Club. St. Michael has 48 participants. This is a sport for 9<sup>th</sup> to 12<sup>th</sup> graders who have a fire arms safety certificate. Community Ed. will be offering a 'navigate' class. The class will offer lessons on the Northstar commuter rail and how to use a transit station from Big Lake to Minneapolis. Prairie Fire Children's Theatre will be performing "Aladdin" this summer. River Oaks will be holding a parks open house on June 2. The park will offer a dog park area. The 'Movie in the Park' held in the grassy area between Liberty Elementary and the Big Lake Middle School is looking for a sponsor for the May 17<sup>th</sup> Movie. If a sponsor is not found, the event will be cancelled.

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#### BUSINESS FROM THE TREASURER

a) Monthly Report – Treasurer Warneke advised government and escrow funds are \$2,227,114.67. He reviewed the 101, 102, 103 and 402 funds. The 101 fund receipts are above the budget and the disbursements are close to budget. 102 fund ice and snow line item is \$41,900. over budget. The 103 fund doesn't reflect 1<sup>st</sup> quarter expenses into it. The 402 fund balance is down to \$37,000. Supervisor Leslie motioned to approve the Treasurer's Report. Supervisor Aubol seconded. All were in favor. The motion carried.

#### ADJOURNMENT

A motion was made by Supervisor Leslie to adjourn the meeting. Supervisor Pflughaar seconded. All were in favor. The motion carried. The meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Laura Hayes, Clerk

Bob Hofer, Chairman